

PROGRAM NARRATIVE**120 Office of the State Treasurer****Date:** 12/23/2014**Time:** 11:47:12**Program:** Administration**Reporting level:** 00-120-100-00-00-00-00000000**Program Performance Measures**

The Office of State Treasurer does not currently use a formal system for tracking overall program performance measures.

Program Statistical Data

The Office of State Treasurer processes billions of dollars in receipts and income deposits for over 100 state agencies. We are responsible for the cash management of nearly \$4 billion in general and special funds. Our agency provides investment services for over 25 state agencies and/or trust funds in 90 individual investment accounts. The State Treasurer's Office distributes over \$1 billion yearly in tax distributions to nearly 500 political subdivisions.

Explanation of Program Costs

Salary and wages are used to support eight (8) full time employees.

Data processing costs are related to programs for tax revenue distribution to political subdivisions, on-line and credit card deposits, batch printing of outstanding check lists, bank cancelled check reports, disk storage and records management fees. Telephone costs support nine (9) telephone lines. Postage costs are for mailing of payroll to agencies in other cities, State Treasurer's correspondence, and notification of distributions to political subdivisions. Lease rental payments are made on the office copy machine. Dues and professional development costs include staff enhancement training such as computer workshops. Operating fees cover service agreements on the vault and copy machine. Insurance covers Risk Management Fund contributions and Fire and Tornado Fund.

NDCC section 57-62-02(5) requires the Office of State Treasurer to include in its biennial budget request funds for the purpose of reimbursing coal producing counties for 50% of Coal Severance Tax funds paid to non-coal producing counties from coal producing counties.

Program Goals and Objectives

To fulfill the constitutional and statutory responsibilities of the Office of State Treasurer in order to assure sound financial oversight and transparency to all public funds, and to promote prudent practices in government.

REQUEST DETAIL BY PROGRAM

120 Office of the State Treasurer

Bill#: SB2005

Date: 12/23/2014

Time: 11:47:12

Biennium: 2015-2017

Program: Administration		Reporting Level: 00-120-100-00-00-00-00000000			
Description	Expenditures 2011-2013 Biennium	Present Budget 2013-2015	Budget Request Change	Requested Budget 2015-2017 Biennium	Optional Request 2015-2017
Salaries and Wages					
Salaries - Permanent	757,681	965,073	9,668	974,741	0
Temporary Salaries	4,664	60,000	1	60,001	0
Fringe Benefits	286,832	374,484	10,774	385,258	0
Total	1,049,177	1,399,557	20,443	1,420,000	0
Salaries and Wages					
General Fund	1,049,177	1,399,557	20,443	1,420,000	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	1,049,177	1,399,557	20,443	1,420,000	0
Accrued Leave Payment					
Salaries - Permanent	0	13,038	(13,038)	0	0
Total	0	13,038	(13,038)	0	0
Accrued Leave Payment					
General Fund	0	13,038	(13,038)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	13,038	(13,038)	0	0
Operating Expenses					
Travel	2,016	13,000	0	13,000	5,000
Supplies - IT Software	2,703	1,500	0	1,500	0
Supply/Material-Professional	2,062	2,100	0	2,100	0
Miscellaneous Supplies	55	0	0	0	0
Office Supplies	5,718	4,500	0	4,500	1,000
Postage	4,121	4,250	0	4,250	500
Printing	1,338	1,500	0	1,500	1,500
IT Equip Under \$5,000	2,701	7,000	0	7,000	0
Other Equip Under \$5,000	1,609	0	0	0	0
Office Equip & Furn Supplies	3,093	7,000	0	7,000	0
Insurance	2,143	2,400	0	2,400	0
Rentals/Leases-Equip & Other	3,121	3,400	0	3,400	0
Repairs	1,414	2,100	0	2,100	0
IT - Data Processing	175,736	447,724	(340,060)	107,664	6,000
IT - Communications	10,374	11,000	0	11,000	0
IT Contractual Svcs and Rprs	0	0	0	0	20,880

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Professional Development	6,780	9,306	0	9,306	10,000
Operating Fees and Services	4,351	4,300	0	4,300	0
Fees - Professional Services	0	5,114	0	5,114	6,000
Total	229,335	526,194	(340,060)	186,134	50,880
Operating Expenses					
General Fund	229,335	526,194	(340,060)	186,134	50,880
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	229,335	526,194	(340,060)	186,134	50,880
Transportation Funding					
Tax Dist to Government Units	69,694,995	0	0	0	0
Transfers Out	79,410,005	0	0	0	0
Total	149,105,000	0	0	0	0
Transportation Funding					
General Fund	149,105,000	0	0	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	149,105,000	0	0	0	0
Coal Severence Payments					
Tax Dist to Government Units	125,011	252,800	(7,800)	245,000	0
Total	125,011	252,800	(7,800)	245,000	0
Coal Severence Payments					
General Fund	125,011	252,800	(7,800)	245,000	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	125,011	252,800	(7,800)	245,000	0
Township Allocation					
Tax Dist to Government Units	0	8,760,000	(8,760,000)	0	0
Total	0	8,760,000	(8,760,000)	0	0
Township Allocation					
General Fund	0	8,760,000	(8,760,000)	0	0

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Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	8,760,000	(8,760,000)	0	0
Property Tax Relief Credits					
Tax Dist to Government Units	0	200,000,000	(200,000,000)	0	0
Total	0	200,000,000	(200,000,000)	0	0
Property Tax Relief Credits					
General Fund	0	200,000,000	(200,000,000)	0	0
Federal Funds	0	0	0	0	0
Special Funds	0	0	0	0	0
Total	0	200,000,000	(200,000,000)	0	0
Total Expenditures	150,508,523	210,951,589	(209,100,455)	1,851,134	50,880
Funding Sources					
General Fund					
Total	150,508,523	210,951,589	(209,100,455)	1,851,134	50,880
Total Funding Sources	150,508,523	210,951,589	(209,100,455)	1,851,134	50,880
FTE Employees	7.00	8.00	0.00	8.00	0.00

CHANGE PACKAGE DETAIL

120 Office of the State Treasurer

Biennium: 2015-2017

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Program: Administration			Reporting Level: 00-120-100-00-00-00-00000000			
Description	Priority	FTE	General Fund	Federal Funds	Special Funds	Total Funds

Base Budget Changes**One Time Budget Changes**

A-E 1 Remove One-time IT Development Costs		0.00	(390,838)	0	0	(390,838)
A-E 2 Remove One-time Property Tax Relief		0.00	(200,000,000)	0	0	(200,000,000)
A-E 3 Remove One-time Distribution in Oil Counties		0.00	(8,760,000)	0	0	(8,760,000)
Total One Time Budget Changes		0.00	(209,150,838)	0	0	(209,150,838)

Ongoing Budget Changes

A-A 4 IT Costs Adjustment		0.00	50,778	0	0	50,778
A-A 6 Remove Coal Severance Payments from Base		0.00	(252,800)	0	0	(252,800)
A-A 7 Add Coal Severance Payments to Base Budget		0.00	245,000	0	0	245,000
Base Payroll Change		0.00	7,405	0	0	7,405
Total Ongoing Budget Changes		0.00	50,383	0	0	50,383

Total Base Budget Changes

0.00	(209,100,455)	0	0	(209,100,455)
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Optional Budget Changes**Ongoing Optional Changes**

A-C 5 Operating Expense Increase	1	0.00	30,000	0	0	30,000
A-C 8 ITD Desktop Services Program	2	0.00	20,880	0	0	20,880
Total Ongoing Optional Changes		0.00	50,880	0	0	50,880

Total Optional Budget Changes

0.00	50,880	0	0	50,880
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